

# REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
3	07/25/11	Open	Action	07/14/11

Subject: Conditionally Awarding a Contract to Atkins North America, Inc., for Environmental Support Services

## ISSUE

Whether or not to conditionally award a contract to Atkins North America, Inc., for Environmental Support Services.

## RECOMMENDED ACTION

Adopt Resolution No. 11-07-\_\_\_\_, Conditionally Awarding a Contract to Atkins North America, Inc., for Environmental Support Services.

## FISCAL IMPACT

Budgeted:	Yes	This FY:	\$ 100,000
Budget Source:	Capital/Operating	Next FY:	\$ 100,000
Funding Source:	Federal, State, and Local	Annualized:	\$ 100,000
Cost Cntr/GL Acct(s) or Capital Project #:	TBD*	Total Amount:	\$ 500,000
Total Budget:	\$ 500,000		

\*This is a Work Order Contract. Individual work orders will be funded from operating and the capital projects to which the environmental work applies. There is no predetermined dollar limit for any single task to be performed under the Environmental Support Services contract. However, any work order that exceeds \$100,000 will be presented to the Board for approval. Work orders will be paid with federal, state, and/or local funds.

## DISCUSSION

On April 24, 2011, the RT Board authorized staff to release a Request for Proposals (RFP) for Environmental Support Services. The primary objective of engaging an environmental consultant team is to provide specialized technical expertise, as needed, to RT. When needed, the environmental consultant team is called upon to provide technical consultation, written reports and a variety of specialized field activities pertaining to environmental issues as they relate to service planning, real estate acquisition, facility needs, and design and construction phases of RT projects. RT's currently has a contract in place with Atkins (formerly known as PBS&J) for these services that expires August 21, 2011.

The new environmental consultant team will be retained over a five-year period, with the work to be done on a work-order basis. Issuance of an umbrella-type, work-order based, environmental support services contract benefits RT by reducing the cost and administrative time associated with multiple consultant selections and administration of multiple contracts. The General Manager/CEO will approve all work orders, and any work order exceeding the General Manager/CEO's authority will be presented to the Board for approval.

Approved:

Presented:

Final 7/14/11

General Manager/CEO

AGM of Planning & Transit Systems Development

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Staff released the RFP on April 26, 2011, and the solicitation was advertised in publications of general circulation and posted on RT’s website under Contracting Opportunities. There were 74 firms on the planholder list. Pursuant to RT’s Disadvantaged Business Enterprise (DBE) and Small and Local Business (SB/LB) Program, no DBE and/or SB/LB participation goals were established for this project. A pre-proposal meeting was held on May 11, 2011 and one Addendum and Letter of Clarification were issued on May 17, 2011. On May 25, 2011, four responsive proposals were received from: Atkins North America, Inc., ICF International, The Louis Berger Group, Inc., and TRC Solutions, Inc.

The Environmental Support Services project is an Architectural and Engineering (A&E) project, therefore price is excluded as an evaluation factor. The Selection Committee consisted of: RoseMary Covington, AGM of Planning and Transit Systems Development, Diane Nakano, AGM of Engineering & Construction, Ed Scofield, Director, Project Management, Sharon Fultz, Real Estate Administrator, and Dawn Fairbrother, Senior Facilities Analyst. The qualifying criteria in the RFP included the Proposer’s understanding of the project (30%), staffing and experience (50%), and project work plan (20%). Proposals were ranked based on a maximum of 100 points, using a scoring range of 1 to 10, and weighted in the three categories above. The Selection Committee reviewed and scored the written proposals and scoring was as follows:

<u>Name</u>	<u>Average Weighted Score</u>
Atkins North America	94
ICF International	86
The Louis Berger Group	75
TRC Solutions	70

The Selection Committee determined that Atkins North America, Inc., was the most qualified firm to provide Environmental Support Services. Upon determination of the final ranking, RT commenced contract negotiations with the highest ranked firm (Atkins) for the purpose of finalizing a recommendation of award to the RT Board. At this time, all sealed Price Proposals were opened. Contract negotiations have been limited to Proposer’s price proposal, any change to the scope of work related to the price proposal negotiations and, contract exceptions identified in Part 7 of Atkins’ Proposal. At the time of this writing, staff was still negotiating with Atkins regarding its proposed contract exceptions. Staff believes that the parties will be able to resolve those issues and asks that the Board award the Contract to Atkins conditioned on staff finalizing contract negotiations with Atkins.

Atkins was selected based on strengths in their staffing, experience, and written proposal. The Atkins team brings exceptional talent in the areas of environmental planning, CEQA/NEPA documentation, FTA programs and protocols, traffic modeling, natural resource surveys and permitting, urban planning, and training support. The Atkins team will provide RT with a diverse team of professionals who have the depth to solve complex urban and environmental issues, as well as the breadth to cover the vast array of topical areas associated with environmental planning.

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Staff recommends conditionally awarding a contract to Atkins North America, Inc., for Environmental Support Services for an amount not-to-exceed \$500,000 for a 5-year term, contingent upon successful contract negotiations.

RESOLUTION NO. 11-07-\_\_\_\_\_

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

July 25, 2011

**CONDITIONALLY AWARDING A CONTRACT TO ATKINS NORTH AMERICA, INC.,  
FOR ENVIRONMENTAL SUPPORT SERVICES**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Agreement between Sacramento Regional Transit District, therein referred to as "RT," and Atkins North America, Inc., therein referred to as "Consultant," whereby Consultant agrees to provide Environmental Support Services, as specified, for an amount not-to-exceed \$500,000 for a 5-year term, is hereby approved, provided that any work order for an amount exceeding \$100,000 is subject to Board approval and contingent upon successful contract negotiations.

THAT, the General Manager/CEO is hereby authorized and directed to execute said Contract upon satisfaction of the foregoing contingency.

\_\_\_\_\_  
DON NOTTOLI, Chair

A T T E S T:

MICHAEL R. WILEY, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary